

**NORTH SALEM CENTRAL SCHOOL DISTRICT
NORTH SALEM, NEW YORK 10560
www.northsalem.k12.ny.us**

**BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
WEDNESDAY, MARCH 22, 2006**

A regular meeting of the Board of Education of the North Salem Central School District was held on Wednesday, March 22, 2006 in the Middle School Cafeteria. There being a quorum present, the meeting was called to order at 7:00 p.m. by President Carla Palma.

Board members present at this time:

Carla Palma, President
Alison Hublard-Hershman, Vice President
Paul Giamundo, Trustee
Norma Hart, Trustee
Marie Martell, Trustee

Board members absent at this time:

Lisa Douglas, Trustee
John O'Meara, Trustee

Also present:

Peter R. Litchka, Superintendent
Michael Courtney, Assistant Superintendent, Curriculum and Personnel
MaryJo Hauser, Assistant Superintendent, Pupil Personnel Services
Sylvia Fassler-Wallach, Director of Finance
Patricia Cyganovich, Principal, Middle School/High School
Roberta Reiner, Principal, Pequenakonck Elementary School
Henry Sassone, Athletic Director

Executive Session:

A motion was made by Ms. Palma, seconded by Ms. Hublard-Hershman, and carried to enter into Executive Session.

At 8:10 p.m. a motion was made by Ms. Palma, seconded by Ms. Hublard-Hershman, and carried to adjourn executive session and reconvene to public session.

At 8:23 p.m., Carla Palma reconvened to public session in the middle school cafeteria.

PLEDGE OF ALLEGIANCE

After the Pledge, Board President Carla Palma welcomed all present.

ACTION PERTAINING TO EXECUTIVE SESSION

None at this time.

COMMENTS ON AGENDA ITEMS

- Community member requesting the 10% cut in supplies be left alone.
- Community member asking for rationale to spend \$30,000 for superintendent search. Last search was \$22,000. Perhaps District should consider using different resources, local community members to hire new superintendent.
- Community member – difficult job with budget. Costs are mandated and contractual. Small amount that is discretionary. 10% across the board is not fair way. Extra curricular activities, AP courses, sports all benefit children – should not be on same line as copier paper.
- Community member urged Board to keep funding for full-day kindergarten.

PRESENTATIONS

Additional Financial Data – Undistributed

Sylvia Fassler-Wallach

- No control over employee retirement benefits and teacher retirement benefits.
- Social security – looks like 19% increase, but from forecast is actually only 9%.
- Workers Compensation – assigned through Putnam-Northern Westchester Consortium..
- Transfer to other funds – Special Ed students receive summer services, transfer to fund school lunch fund deficit

Additional Financial Data – Revenues

- Westchester County sales tax.
- Interest on deposits.
- BOCES is not renting space next year.

- State aid is close to last years – includes additional aid we will get in June, 2007 if full-day kindergarten is implemented in September, 2006.

Final Board of Education Adjustments

Dr. Peter Litchka

- Unlimited wants and needs – limited resources.
- All mandated tests were ahead of state average.
- Middle school students' scores increased.
- Middle school nominated for Blue Ribbon Award.
- Continued need to enhance our programs, conservatively.
- Full-day kindergarten.
- Brain-based instruction.
- Possibility of virtual high school courses.
- Comprehensive review of math curriculum – K-12 to accommodate change in state requirements.
- Continue to upgrade our computer technology.
- Maintain excellent class size throughout district.
- Staffing being kept at present level.

Short discussion on contingency budgets and process. The State Education Department website has a summary and explanation on contingency budgets.

Line by line summaries

Lists from both schools and MaryJo Hauser with proposals and ways to cover the supply change percentage.

- Separate line for website administration. Net impact on data management should be zero.
- PQ put 10% back in supplies and took money from other specific areas by principals.
- Special Ed – what was taken out has been put back. Net change zero for special ed and student services.
- Non-supply items taken out – advisors salary, sub-aides, sub-nurses, sub-clerical.
- Middle school/high school – everything put back in and recalculated – dropped AIS instruction from 24 hours/quarter to 12 hours/quarter. Small decrease in cost of textbooks.

- Proctoring for state tests for 8 days using 4 proctors.

Board of Education

- Reduce Board conference/travel by \$4000.00
- Cut Board supplies by \$1,920.

District clerk – no changes.

Central Administration – no changes.

Finance

- Ms. Palma suggests increasing internal claims auditor by \$10/hour and lock it in for 3 years.
- Internal auditor must be hired by December 31, 2006.
- Conference/travel – all Finance staff going to one workshop.
- Ms. Hart recommends reducing Legal Fees by \$10,000.
- Reduce District newsletter printing costs. Perhaps try putting it on the website – virtual newsletter.

Central Services

- Cost of tractor taken off for now.
- Roof repairs – need to be done now. This budget should cover costs to repair/maintain roof until replacement can be done.
- Generators, batteries – possibility of grant if designated as emergency shelter.

Curriculum Development/Supervision

- Adjustment to summer curriculum salaries.

Instructional Supervision

- No money put back in supervision supply codes, just instructional supply codes.

Adult Education

- Revenue is close to expenses.

Instructional Teaching

- Field trip submissions are in and out – must be in budget so monies are encumbered ahead of the activity.

- Walkabout Program – budgeted for 3 students. Potential cut in this area.

Special Education

- Increase in aide salaries – previously supported by a grant.

Instructional Media

- Increase in subscriptions.
- Library books – this year completes 5-year plan, why are we funding at same pace?
- Insurance will cover cost of replacing books damaged by mold, but must keep in budget if we want to replace books before insurance money is secured. Suggestion to take \$5000.00 out of this code.

Computer Assisted Instruction

- Need to consolidate our data.
- Hardware is not compatible.
- BOCES does not support this, current vendor does not support. Need someone to do data entry and help with consolidation.
- In process of doing 5-year plan for computer purchases. Technology CAC meets regularly.
- Current web server is on Windows 95.

Pupil Services – Guidance

- One staff member was added last year to reduce case load.
- Should increase travel/conference line so guidance counselors to get better information for our students for college application process. Ms. Palma recommends adding \$3,000.00 to this line.

Pupil Activities – Student Clubs

- Ms. Hublard-Hershman requests adding additional \$5,000 to cover advisors salaries for musical program. Professional technical director and choreographer would help the program that has a large number of students involved.

Pupil Activities – Athletics

- All three levels of lacrosse for boys and girls are in budget.
- Accept decreases in equipment, dues and fees, not necessarily the awards.

Transportation

- Ms. Hart proposes deleting \$45,000 from the mid-day run if full-day kindergarten is in.
- No additional increase in buses/drivers for morning and evening runs.
- Bus painting – DOT can require buses be painted – includes cost of labor.
- Bus replacement – selling two vans and one bus at auction.

Employee Benefits

No questions or recommendations.

Debt Service

No questions or recommendations.

Transfer to Other Funds

- Increase to allow to pay off lunch fund in two years instead of four.
- Need for cafeteria remodeling/high school beautification. Recommend set aside \$10,000 for high school improvements – paint, walls, and floors.

BOCES

No questions or recommendations.

At this time, the Board agreed to take a short break.

Short discussion and wrap up on budget line summaries.

- Did not accept decrease of one student for Walkabout Program.
- Per diem rate for substitute teachers for next year – proposed increase of \$15/day if budget passes.
- Advisors salary for running club at PQ is in.
- Bus drivers' hours will not fall below 20 hours/week because of cancellation of mid-day run.
- Full day kindergarten stays in – budget increase – 8.59%.

Dr. Litchka expressed he is comfortable with rather conservative budget and is confident it will allow us to continue to move forward.

Motion was made by Alison Hublard-Hershman, seconded by Norma Hart, and carried to accept the proposed budget of \$35,549,785.

ACTION ITEMS
CONSENT AGENDA

Motion was made by Ms. Hublard-Hershman, seconded by Ms. Hart, and carried to accept the Consent Agenda.

PERSONNEL RECOMMENDATIONS

Appointments

Colm O’Callaghan, coach, winter track, per stipend schedule.

Lauren Svendsen-Gardner, advisor, Middle School Art Club, per stipend schedule.

Patrice Milillo, coach, modified lacrosse (girls), per stipend schedule.

Tara Caley, emergency conditional appointment, spring varsity track coach (girls), per stipend schedule.

Eric Pechenko, advisor, fall intramurals, per stipend schedule.

Bette Sparago, co-advisor, International Club.

Maria Formoso, co-advisor, International Club.

Approval of the Transfer of Funds

<u>Account to decrease</u>	<u>Amount</u>	<u>Account to Increase</u>	<u>Amount</u>
Comm. System – PACE		Computer Supp. Dist.	
A2110.400-90-0000	<u>\$6,750.00</u>	A2630.450-90-0000	<u>\$6,750.00</u>
<u>TOTAL</u>	<u>\$6,750.00</u>		<u>\$6,750.00</u>

APPROVAL OF THE RECOMMENDATIONS OF THE CSE/CPSE

A motion was made by Ms. Hublard-Hershman, seconded by Ms. Hart, and carried to approve the Recommendations of the CSE/CPSE.

ACCEPTANCE OF MINUTES

A motion was made by Ms. Hublard-Hershman, seconded by Ms. Hart, and carried to accept the minutes of January 4, 2006.

RESOLUTION TO APPOINT IMPARTIAL HEARING OFFICER

A motion was made by Ms. Hublard-Hershman, seconded by Ms. Hart, and carried to appoint Impartial Hearing Officer.

RESOLVED, that in accordance with New York State Education Law, Regulations of the Commission of Education and North Salem Central School District Policy, Michael Lazan, New York Certified Hearing Officer is hereby appointed to hear the appeal on behalf of Student Number 505 with regard to special education placement. This appointment is effective as of March 20, 2006.

COMMENTS ON ITEMS NOT ON AGENDA

None at this time.

OLD BUSINESS

- Scoreboard at PQ and HS/MS installed, provided by Booster Club and North Salem Baseball Association.
- Thanks to all involved, and Ms. Hublard-Hershman for all their efforts in making the musical, The Boyfriend, such a big success.

CONSIDERATION OF EXECUTIVE SESSION

None at this time.

ADJOURNMENT

At 12:00 midnight, a motion was made by Ms. Hublard-Hershman, seconded by Ms. Hart, and carried to adjourn the meeting.

/jgl
5.07.06
5.18.06

